

Corrected MINUTES
REGULAR MEETING
CHARLOTTE HARBOR
COMMUNITY REDEVELOPMENT AGENCY ADVISORY COMMITTEE
Monday, March 3, 2014 – 10:30 a.m.
County Administration Building – Room 119
18500 Murdock Circle, Port Charlotte, FL 33948

Members Present

James Herston, *Chairman*
Garland Wilson, *Vice Chairman*
Charlotte Ventola, *Secretary*
Susan Dupper
Michael Haymans
Delmar Wooden

Staff Present

Debrah Forester, Redevelopment Manager
Commissioner Ken Doherty
Shaun Cullinan, Community Development
Kathy M. Knee, Recorder

Guests

Members Absent

Nathaniel Cooley

- I. **Call to Order**
Chairman Herston called the March 3, 2014 meeting of the Charlotte Harbor Community Redevelopment Agency Advisory Committee to order at 10:30 a.m. in Room 119 of the Charlotte County Administration Building.
- II. **Pledge of Allegiance**
Chairman Herston led the members and the audience in reciting the Pledge of Allegiance.
- III. **Roll Call/Determination of Quorum**
Roll call was taken; Secretary Charlotte Ventola confirmed a quorum was present.
- IV. **Additions/Deletions to Agenda** – Debrah Forester asked that Deputy Miller's report, as well as the Special Exception Request be moved ahead on the Agenda.
- V. **Approval of Minutes**
A Motion was presented by Charlotte Ventola, seconded by Michael Haymans and unanimously approved to accept the Minutes of the February 3, 2014 Regular Meeting of the Charlotte Harbor Community Redevelopment Agency Advisory Committee as written.
- VI. **Commissioner Comments**
Commissioner Doherty reported that Commissioner Truex's trip to Washington DC to discuss national flood insurance was successful – there is now action on this item in the House of Representatives.
- VII. **Public Comments**
Marge Lang of Charlotte Harbor Sails mentioned it was her company that was requesting a Special Exception. The business, previously known as JM Marine, has been in Charlotte County for 4 years and recently changed its focus from motor powered boats to sailboats. They have rented boats for use at the Charlotte Harbor Regatta and have sold boats all over the world. The interior of the building has been renovated. Ms. Lang thanked the Committee for its consideration of this matter.
- VIII. **Development Review Report**
Chairman Herston had nothing to report.

ADDED ITEM - Charlotte County Sheriff's Office/Whidden Park – Deputy Miller reported that there are security issues at Whidden Industrial Park. There has been loss to businesses there from both

structure and vehicle break-ins and vehicle theft. The crimes are taking place both during the day and at night. The Sheriff's Office recommends that three video cameras be placed in strategic areas around the park to reduce crime and to assist in identifying and apprehending criminals. The cameras would be on 24 hours a day and activity could be recorded on the Sheriff's servers. The cameras could be mounted on existing poles.

MOVED FROM NEW BUSINESS - Special Exception Request – Debrah Forester showed slides of the subject property and noted that a recommendation is needed from the Advisory Committee which will go to the Board of Zoning Appeals. The area is shown as Mixed Use on the map; an exception will go with the land not the owner, unless specifically noted.

Ken Quillen, Planner for Charlotte County, asked the Committee if they support the outdoor display of boats and if so are there any conditions they would recommend to go along with the Special Exception Request. Discussion followed regarding conditions: Should be for boats only; no automobiles. A code enforcement action brought about this special exception request. The word watercraft should be used instead of boats to include jet skis, kayaks, etc. A condition could be for the current owner only and not forever with the land. The company requesting special exception is leasing this space. The final decision rests with Zoning Appeals. The Committee discussed the encroachment into the right of way. FDOT does not allow encroachment of its right of way for outside display therefore the County does not allow it. Code Enforcement is looking into hiring a new employee to be more proactive with enforcement. Other tools are also being considered such as a citation or rewriting code. **A Motion was presented by Michael Haymans and seconded by Garland Wilson to recommend approval of the Special Exception request to the Board of Zoning Appeals with the condition that only watercraft will be on display at this site. This Motion carried 5:1, Susan Dupper opposing.**

Old Business

Whidden Park – Debrah Forester mentioned that Dan Quick and Dan Gallagher attended today's meeting to address any questions regarding the use of an MSBU for improvements to Whidden Park. Dan Gallagher advised that some roads in Whidden Park were dedicated but not accepted by the County; other roads are privately owned. Mr. Gallagher noted that roads must meet County standards prior to being included in an MSBU. The County does not usually initiate the dedication process.

It was explained that the Committee is trying to help the owners help themselves because the roads are a detriment. It was thought that an MSBU or MSTU might be a solution. There are about 45 property owners. The roads are in such bad shape and it will be expensive to upgrade to standards. There is a need to know if the existing roads are wide enough or if a right of way would be needed on property owners' lots.

Danny Quick, Public Works Director, reported that County staff has looked at the roads and there are many issues that need to be remedied prior to acceptance. Also, drainage may not meet SWFWMD's standards. A redesign and reconstruction would probably be needed. The BCC would need to decide if they would want to accept a commercial subdivision for maintenance and if they did, this might set a precedent throughout the County. Perhaps the property owners in Whidden Park could establish a commercial POA. They could create deed restrictions and impose an assessment which could make the improvements affordable. Priorities can be based on cost estimates obtained through a private consulting firm.

Commissioner Doherty suggested that he would like to meet with Jim Herston, Dan Gallagher, Dan Quick and Debrah Forester to review this issue prior to the next Advisory Committee meeting. The Commissioner asked if the plans on file show what is needed to meet standards. Input from this meeting could be shared with the consulting firm if things are able to move forward. It was asked if a

building permit could be issued in Whidden Park with the roads in the current conditions. Mr. Wilson asked why there is no one present from Whidden Park and wondered if there was an interest to move forward by the property owners. Kathleen Coppola mentioned that the business owners in Whidden Park are working, not retired. Mr. Wilson asked that if they were interested in improving the area that should at least send a letter stating an interest.

Charlotte Ventola suggested the security cameras might be the best issue to tackle by the Committee. The property owners in Whidden Park seem to be split in paying for the improvements.

Michael Haymans asked if the County should be taking money from Whidden Park property owners if there is nothing that can be done for them. Mr. Haymans thought that if a private property owner wanted his property monitored, they should be responsible for installing a security camera.

Debrah Forester noted that staff was looking into forming a MSBU as suggested at the Whidden Park Community meeting in December. A follow-up meeting needs to be scheduled to report back on this item. March 26 has been tentatively scheduled in the Event Center; Ms. Forester asked if the Committee would like to hold a meeting or send a letter saying nothing can be done. Mr. Haymans stated that March 26 was too quick and suggested the Committee go along with Commissioner Doherty's recommendation to meet with staff and Mr. Herston to discuss in detail and then give an update at next month's Advisory Committee meeting. Mr. Herston agreed.

Parmely Street – Debrah Forester talked with FDOT about installing a roundabout at the Kings Highway/Parmely/US41 intersection in the Charlotte Harbor area but FDOT stated the high traffic count would be an issue. Chris Beers of Johnson Engineering presented an update on the design plans for Parmely. Mr. Beers noted that at the Parmely and Seneca intersection only an 8' radius roundabout would be supported without additional property acquisition. The 8' radius could fit within current standards but it would be a tight fit for emergency vehicles. Mr. Beers distributed and explained the features for the concept plans for the sidewalk and alternative intersection options. Mr. Beers noted the sidewalk near the oak tree could be Flexipave; it is a high maintenance product but allows water to drain to tree roots. Pedestrian lighting will be used along the walk not street lighting. A plant palette was included in the handout. Jim Herston asked if the Central Avenue intersection could also be highlighted similar to Seneca or Bayshore. Mr. Herston likes the serpentine style of sidewalk. Delmar Wooden noted that he used pavers near his trees and they worked well; pavers are also used in Punta Gorda. It was suggested that this project use the same decorative lights as those used in Bayshore Live Oak Park. Stop signs were discussed. It was the consensus of the committee that a stamped intersection would be preferred. Mr. Beers will take the committees comments under consideration as he continues to develop the design plans.

Sales Tax Projects – Debrah Forester reported there are two Charlotte Harbor projects on the list for potential sales tax funding. Ms. Forester showed the slide show which will be presented and reviewed by the Sales Tax Committee on March 20 at 3 p.m. Ms. Forester asked if the Chair would be able to attend the meeting and Mr. Herston confirmed he would attend.

Sign Code – Debrah Forester noted that the Committee asked that the Sign Code be included on this month's agenda. Michael Haymans suggested this item be tabled for now. Jim Herston asked Shaun Cullinan if he could do a comparison of the sign codes – Charlotte County vs Charlotte Harbor CRA.. Mr. Cullinan said he would be able to get something put together for the committee to review.

Project Priority List – Debrah Forester reviewed the list of projects that was created and prioritized in March of 2013; she included the current status of each item. Some items were identified in the redevelopment plan and have evolved over time and prioritized by Committee. Some projects are capital improvements projects. **A Motion was presented by Susan Dupper, seconded by**

Garland Wilson and unanimously approved to endorse this project list. Michael Haymans stated that the marketing of Bayshore property should be included on the list at some point and Whidden Industrial Park should be monitored.

X. New Business

2014 Work Plan/Budget/TIF Allocation – Debrah Forester reviewed the work plan expenditures and TIF allocations. Discussion comments included:

- Why is the County getting \$55,000 for the maintenance of the welcome sign? Response – This is not just for the sign but also for landscaping at the sign and the Dick Loftus Bridge at Melbourne Street.
- \$5,000 for watershed engineering will only be paid if work is done.
- Joe Tiseo is discussing Gateway funds with BCC.

2013 Annual Report – Debrah Forester noted that the 2013 Annual Report for the Charlotte Harbor CRA was distributed at the start of the meeting and asked that comments be sent to her within the next few days as this item will be going to the BCC at the end of the month.

Community Wide – Parks Master Plan – Community Services is looking at all the parks in Charlotte County and will come up with recommendations for a master plan. Community Services is asking for volunteers – 1 member from this Advisory Committee and 2 community representatives. There will be a one time commitment of about 3 hours. Delmar Wooden volunteered to participate. Ms. Forester will give Mr. Wooden's name to Mike Koenig. Other representatives from the Charlotte Harbor area will be contacted through e-mail.

XI. Correspondence/Communications

The following information was included in the meeting packets:

- Minutes from Punta Gorda CRA meeting of February 5, 2014
- Letter from Charlotte Storage to BCC
- Charlotte Rides – Transit Workshop – March 4 @ Charlotte Harbor Event Center 4 p.m.
- Government Academy

XII. Public Comments

Harry Thomas asked what would be needed to encourage the County to hire the new Code Enforcement Officer. Staff responded that an e-mail or letter could be sent to the Commissioners supporting code enforcement in the Charlotte Harbor CRA. If Whidden Park is not improved the disrepair will spread out. Something needs to be done.

A Motion was presented by Michael Haymans, seconded by Garland Wilson and unanimously approved to have a letter prepared for the Chair's signature supporting code enforcement in Charlotte Harbor CRA and the hiring of a new employee for this purpose.

Kathleen Coppola asked what has been done for Whidden Park with TIF funds. Debrah Forester reported the façade program was funded with TIF funds but no one from Whidden Park took advantage of it. No capital improvements have been done in Whidden Park. The Committee has been trying to find a way to improve the area. Jim Herston asked staff to determine the gross amount of taxes received from Whidden Park properties.

Bill Schmidt asked the status of the changes approved at last month's meeting; there is concern that nothing is yet set in stone. Ms. Forester noted that Inga Williams is working on getting the information and a timetable on the Web. Ms. Williams is drafting a letter of support for the Chair's signature.

III. **Staff Comments** – None.

XIV. **Attorney Comments** - None.

XV. **Member Comments**

- Delmar Wooden distributed a letter from Michael Hamilton, the previous owner of Banana Bay, suggesting the use of community outreach/input to find solutions to CRA issues.
- Michael Haymans noted that since the Event Coordinator's salary is not being funded by the CRA a new coordinator has not been assigned to Bayshore and this Committee has not received any reports on the activities being held or planned. There was a brief discussion on Bayshore Park. Comments included:
 - Pavilion costs have increased.
 - Renters must have insurance. Why is this imposed? Individuals use the park without insurance why must a group have coverage?
 - Could there be a rebate program for park users?Debrah Forester will check on park fees.

Michael Haymans also reported that he met with Mr. Thomas, who has offered to help jumpstart Riverwalk by putting in the first piece. There are a few provisions that would need to be considered and Mr. Haymans will continue to work with Mr. Thomas on the provisions and when it is ready he will ask that it be put on the agenda so the conditions could be discussed.

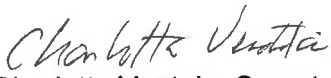
XVI. **Next Meeting Date**

The next regular meeting of the Charlotte Harbor Community Redevelopment Agency Advisory Committee will be held on **Monday, April 7, 2014 at 10:30 a.m. in Room 119 of the Charlotte County Administration Center.**

XVII. **Adjournment**

There being no further business, the meeting **ADJOURNED** at 1:08 p.m.

Respectfully submitted,


Charlotte Ventola, Secretary

/kmk

Approved: 4/7/2014